

DEPARTMENT OF BENEFIT PAYMENTS

744 P Street, Sacramento, CA 95814



June 30, 1975

ALL-COUNTY LETTER NO. 75-136

TO: ALL COUNTY WELFARE DEPARTMENTS

SUBJECT: AFDC QUARTERLY RECIPIENT CHARACTERISTICS SURVEY

REFERENCE:

In order to analyze and estimate the effect of court cases, proposed legislation and regulations, to prepare the budget and to facilitate decision-making, it is necessary for the Department of Benefit Payments (DBP) to have complete, accurate and timely information on the socio-economic characteristics of AFDC recipients.

It has been determined that the most feasible method of obtaining information on recipient characteristics would be to conduct one page, quarterly surveys.

These surveys will be designed by DBP staff with input from throughout the department and from county staff. A statewide random sample of approximately 1,200 cases would be drawn each quarter. Survey questionnaires will be completed by county staff and then returned to DBP for processing. DBP staff will also prepare and distribute quarterly characteristics reports.

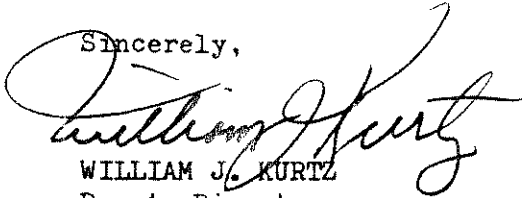
Because these surveys will be carried out on a regular on-going basis, the counties and DBP will be able to plan and budget for time and staff needed to complete the survey process. To further facilitate planning, the State survey will be cancelled in the event that a federally required survey is to be completed during that quarter.

As a first step in developing survey procedures, we are asking each county to submit the name of a county liaison who will complete and/or review survey documents, who will provide input for forms design and who will act as a contact person for DBP.

The name of your county liaison should be submitted by July 10, 1975 to Martha Mills, Information Development Bureau, (916) 322-5462 or (ATSS) 492-5462.

Any questions regarding the AFDC quarterly surveys should also be directed to Mrs. Mills.

Sincerely,

A handwritten signature in cursive script, appearing to read "William J. Kurtz", is written over the typed name.

WILLIAM J. KURTZ
Deputy Director

cc: CWDA